

**From:** Tiffany Ingram <[Tiffany.Ingram@cityofchicago.org](mailto:Tiffany.Ingram@cityofchicago.org)>

**Sent:** Thursday, May 7, 2020 1:06 PM

**To:** Steve Berlin <[Steve.Berlin@cityofchicago.org](mailto:Steve.Berlin@cityofchicago.org)>

**Cc:** Gilbert Villegas <[Gilbert.Villegas@cityofchicago.org](mailto:Gilbert.Villegas@cityofchicago.org)>; Reshma Soni <[Reshma.Soni@cityofchicago.org](mailto:Reshma.Soni@cityofchicago.org)>

**Subject:** 36th Ward Office Notice - Reporting of Gifts to City related to supplies and services related to COVID-19

Dear Mr. Berlin,

The purpose of this email is to serve as a reporting to the Board of Ethics and Comptroller of a donation of supplies related to COVID-19 accepted on behalf of the City of Chicago. On Thursday, May 7, 2020, Mr. Ed Burns gifted Alderman Gilbert Villegas of the 36th Ward 10,000 disposable face masks. The masks will be widely distributed to the residents of the 36th Ward.

Please advise if you need any additional information. I have also copied the Office of the Comptroller to this email as well.

Sincerely,

**Tiffany Chappell Ingram**

Legislative Counsel

Alderman Villegas, Chairman

Committee on Economic, Capital and Technology Development